

**Functional Series 400
Personnel**

INTERIM UPDATE 04-07

SUBJECT: ADS, Chapter 418, Promotion and Internal Placement – Policy Change for Promotion Interviews

NEW MATERIAL: Human Resources has entered into a Memorandum of Agreement with the AFGE to change the current Agency requirement for all persons who are referred on a Merit Promotion certificate of eligibles to a Selecting Official to be interviewed. All Direct-Hire USAID candidates on the promotion certificate must be interviewed if a selection is to be made from the certificate.

EFFECTIVE DATE: 11/04/2004

POLICY

USAID/General Notice
M/HR/POD
12/08/2004

Subject: ADS, CHAPTER 418, PROMOTION AND INTERNAL PLACEMENT - POLICY CHANGE FOR PROMOTION INTERVIEWS

The Office of Human Resources, Personnel Operations Division (M/HR/POD) has entered into a Memorandum of Agreement with the American Federation of Government Employees (Local 1534) to change the current Agency requirement for all persons who are referred on a Merit Promotion certificate of eligibles to a Selecting Official to be interviewed.

All Direct-Hire USAID candidates on the promotion certificate must be interviewed if a selection is to be made from the certificate. This does not affect USAID candidates for reassignment.

This change is effective immediately. The appropriate change will be incorporated into the ADS Chapter 418 Promotion and Internal Placement as it is revised.

Point of Contact: Any questions concerning this Notice may be directed to Shelia J. Tolliver, M/HR/POD, (202) 712-5615.

Notice 1229

File Name	Notice Date	Effective Date	Editorial Revision Date	ADS CD No.	Remarks
IU4_0407_101204_cd38	12/08/2004	11/04/2004		CD 38	This IU will remain active until ADS 418 is updated to reflect the new information.

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